

ADDENDUM NO. 1
RFP for Encroachment Permit Review
Questions and Answers

1. Question: The RFP requests a sample of at least 1000 feet of a review. We typically do not keep copies of our reviews. Is there some other work sample that can be submitted?

Answer: A 1000ft sample drawing, preferably of a street in Santa Clara, demonstrating the proposer's knowledge of the tasks that they will be reviewing will be sufficient.

2. Question: Can the reviewer(s) work remotely?

Answer: The proposer may have employees off site. However, all records are not electronic and the proposers employees may need to make frequent, if not daily visits to Santa Clara City Hall for record review.

3. Question: How many miles of review is anticipated?

Answer: The current project scope has up to 5 miles per week for review, with a ramp up period, for a total of 80 -100 miles.

4. Question: Can copies of SVP maps and electronic data be made available?

Answer: The data will be made available, electronic data can be sent to the proposer. Not all of the city data is electronic and has not been scanned or copied, original drawings and paperwork cannot leave Santa Clara City Hall.

5. Question: What is the expected duration of the project?

Answer: The Project scope is continuously evolving at all times. The current time frame is 1 year.

6. Question: Is "structures" referenced in C.1.a.ii, limited to electric boxes, vaults and pads?

Answer: "Structures" means all SVP owned assets in the area including streetlights, utility poles, SVP Fiber Boxes etc.

7. Question: In Section C the word "ensure" is used to describe the tasks. Should "ensure" be replaced with "make reasonable efforts"?

Answer: The proposer may substitute the term "Ensure" with the phrase "Make reasonable efforts to ensure".

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8. Question: How will the rates be used?

Answer: We cannot answer this question since we are unsure as to what the questioner meant when they referred to "rates".

9. Question: The description in Chapter 3 seems to apply to services as well as product procurement. This RFP is for services only, Correct?

Answer: This RFP is only for services, however, proposer is expected to provide their employees with the proper equipment to complete the requested services.